

Minutes of Meeting  
Tolomato  
Community Development District

The regular meeting of the Board of Supervisors of the Tolomato Community Development District was held Tuesday January 26, 2021 at 3:00 p.m. in the Nocatee Amenity Center, 245 Nocatee Center Way, Ponte Vedra, Florida.

Present and constituting a quorum were:

Richard T. Ray	Chairman
William Fitzgerald	Vice Chairman
Jon Morris	Supervisor (by telephone)
Cherya Cavanaugh	Supervisor
Dr. Ron Howland	Supervisor

Also present were:

Jim Perry	District Manager
Katie Buchanan	District Counsel (by telephone)
Scott Wild	District Engineer
Steve Hanson	Tolomato
Lee Hovis	Tolomato
Tina Burleigh	Tolomato
David Ray	GMS
Maurice Rudolph	Parc Group
Joe Muhl	Parc Group

The following is a summary of the actions taken at the January 26, 2021 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Perry called the meeting to order at 3:00 p.m. and called the roll.

**SECOND ORDER OF BUSINESS**

**Affidavit of Publication**

A copy of the affidavit of publication of the notice of meeting was included in the agenda packages.

**THIRD ORDER OF BUSINESS**

**Audience Comments**

There being none, the next item followed.

**FOURTH ORDER OF BUSINESS**

**Approval of the Minutes of the December 15, 2020 meeting**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the minutes of the December 15, 2020 meeting were approved as presented.

**FIFTH ORDER OF BUSINESS**

**Selection of Audit RFP Committee for Fiscal Year 2021 Audit**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the board members were appointed to serve as the audit committee.

**SIXTH ORDER OF BUSINESS**

**Deed of Dedication-Entrance to Crosswater Park**

Mr. Rudolph stated this is a simple dedication for a small area that includes road right of way, monument signs and landscaping that is ready to be dedicated.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the deed of dedication of Crosswater Park from SONOC Company, LLC to the district was accepted.

**SEVENTH ORDER OF BUSINESS**

**Approval of Request for Qualifications for Construction Manager at Risk Services for Amenity Center Settlers Pond**

Mr. Rudolph stated this is the RFQ for construction manager to help us build the Settlers Pond. It is the same process we did with Crosswater Park and the spray park and splash park where the contractor, engineer and architect work together to help streamline the plans so we can build the park quicker.

On MOTION by Mr. Ray seconded by Mr. Fitzgerald with all in favor the RFQ for construction manager at risk services for the Amenity Center Settlers Pond was approved.

**EIGHTH ORDER OF BUSINESS**

**Staff Reports**

**A. Attorney**

There being none, the next item followed.

**B. Engineer**

**1. Construction Updates**

**2. Requisition Summary**

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor requisition 751 from the Impact fee account and requisitions 142 – 149 from the 2019 B-1 and B-2 construction account were approved.

**C. Manager**

There being none, the next item followed.

**D. Community Manager Report**

**1. Report**

A copy of the monthly report was included in the agenda package.

**2. Fitness Services of Florida-Annual Preventative Maintenance Agreement Renewal**

On MOTION by Mr. Fitzgerald seconded by Mr. Ray with all in favor the Florida-Annual Preventative Maintenance agreement in the amount of \$4,620.00 was renewed.

**NINTH ORDER OF BUSINESS**

**Financial Reports**

**A. Balance Sheet as of December 31, 2020 and Statement of Revenues and Expenditures for the Period Ended December 31, 2020**

A copy of the balance sheet and statement of revenues and expenditures were included in your agenda package.

**B. Construction Schedule – December 31, 2020**

A copy of the construction schedule was included in your agenda package.

**C. Assessment Receipt Schedule**

A copy of the assessment receipt schedule was included in your agenda package.

**D. Check Register**

On MOTION by Mr. Fitzgerald seconded by Ms. Cavanaugh with all in favor the check register approved.

**TENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**ELEVENTH ORDER OF BUSINESS**

**Supervisor's Requests and Audience Comments**

There being none, the next item followed.

**TWELFTH ORDER OF BUSINESS**

**Next Scheduled Regular Meeting – February 23, 2021 at 3:00 p.m. at the Nocatee Amenity Center**

Mr. Perry stated the next scheduled meeting is going to be February 23, 2021 at this location at 3:00 p.m.

On MOTION by Mr. Ray seconded by Ms. Cavanaugh with all in favor the meeting adjourned at 3:30 p.m.

  
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Secretary/Assistant Secretary

  
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Chairman/Vice Chairman